

## Exhibit 300: Capital Asset Summary

### Part I: Summary Information And Justification (All Capital Assets)

#### Section A: Overview & Summary Information

**Date Investment First Submitted:** 2009-06-30  
**Date of Last Change to Activities:** 2012-05-31  
**Investment Auto Submission Date:** 2012-02-28  
**Date of Last Investment Detail Update:** 2012-08-01  
**Date of Last Exhibit 300A Update:** 2012-08-01  
**Date of Last Revision:** 2012-08-01

**Agency:** 005 - Department of Agriculture      **Bureau:** 32 - Animal and Plant Health Inspection Service

**Investment Part Code:** 01

**Investment Category:** 00 - Agency Investments

**1. Name of this Investment:** APHIS Electronic Permits System (ePermits)

**2. Unique Investment Identifier (Ull):** 005-000001822

#### Section B: Investment Detail

- 1. Provide a brief summary of the investment, including a brief description of the related benefit to the mission delivery and management support areas, and the primary beneficiary(ies) of the investment. Include an explanation of any dependencies between this investment and other investments.**

The comprehensive electronic permitting system (ePermits) is a multi-stakeholder, Web-based system that is an ongoing effort to improve citizen s knowledge of and access to USDA by enhancing service delivery and using technology to improve internal efficiency. EPermits provides customers with the ability to apply for an import permit, check its status, view it online, and pay for it with a credit card using Treasury s Pay.gov site. It supports the permit review and issuance process for three programs in APHIS Plant Protection and Quarantine (PPQ), Veterinary Services (VS), and the Biotechnology Regulatory Services (BRS). The Fruits and Vegetables Import Requirements (FAVIR) database was added to the ePermits system as a component in 2007. The purpose of the database is to provide the public with an online tool to obtain information related to the import requirements for fruits and vegetables coming into the U.S., and to incorporate the import requirements and conditions directly into the permit applications and forms for these commodities. ePermits provides significant benefits by facilitating process improvements centered on the handling of permits within APHIS. ePermits enables APHIS to assist the customer in processing permits more efficiently through the implementation of a common web interface. Documents are available to permitting specialists who require them for completion of processing, ultimately making internal processes more efficient. FY2010 ePermits benefits include: Provided Food Safety and Inspection Services (FSIS) the ability to view and comment on VS permits of joint

jurisdiction; Provided the ports of entry and Plant Inspection Stations with information to verify the authenticity of permits and products coming into the country; Enhanced search capabilities on the Fruits and Vegetables Import Requirements (FAVIR) website to recognize plurals, special characters, and foreign characters; and Enhanced the ability to search all BRS Permits within a specified geographical area using a Location Unique Id and GPS Coordinates.

**2. How does this investment close in part or in whole any identified performance gap in support of the mission delivery and management support areas? Include an assessment of the program impact if this investment isn't fully funded.**

ePermits supports multiple USDA Strategic Goals. ePermits directly supports Strategic Goal 2: Ensure our national forests and private working lands are conserved, restored, and made resilient to climate change, while enhancing our water resources, Strategic Goal 3: Help America promote agricultural production and biotechnology exports as America works to increase food security, Strategic Goal 4: Ensure that all of America's children have access to safe, nutritious, and balanced meals, by providing an automated centralized solution for permitting. ePermits also supports Management Initiative V: Optimize Information Technology (IT) Policy and Applications, by supporting Biotechnology Services, Plant Protection and Quarantine, and Veterinary Services electron permitting process and reducing the workforce need to process permits, standardizing the permitting process and increasing the efficiency of issuing domestic and international permits. ePermits allows APHIS permitting divisions in 3 programs to fully comply with Management Initiative VI: Optimize USDA Green or Sustainable Operations, by automating the permitting application process. ePermits also assist with the compliance of Animal and Plant Health Inspection Services (APHIS) Strategic Goal 2: Protect forests and private lands, as well as natural resources; Goal 3: Expand opportunities to develop and trade safe agricultural products, including biotechnology derived agricultural products; Goal 4: Minimize and prevent damage to the U.S. food supply caused by plant and animal pests and diseases; Goal 6: Accomplish our mission through effective and efficient management of our programs.

**3. Provide a list of this investment's accomplishments in the prior year (PY), including projects or useful components/project segments completed, new functionality added, or operational efficiency achieved.**

PY Accomplishments (FY 2011). Biotechnology Regulatory Services Planting Reports Module. Veterinary Services Letter of No Jurisdiction Module. Veterinary Service Void Applications Module. FAVIS Duplicate Countries Clean-up. Location ID and GPS Coordinate update. Veterinary Services Void Applications Clean-up.

**4. Provide a list of planned accomplishments for current year (CY) and budget year (BY).**

ePermits Alternatives Analysis. ePermits System Documentation Refresh. ePermits Telecommunications Analysis. ePermits re-Certification and Accreditation. ePermits Migration to cloud computing (virtualized environment).

**5. Provide the date of the Charter establishing the required Integrated Program Team**

**(IPT) for this investment. An IPT must always include, but is not limited to: a qualified fully-dedicated IT program manager, a contract specialist, an information technology specialist, a security specialist and a business process owner before OMB will approve this program investment budget. IT Program Manager, Business Process Owner and Contract Specialist must be Government Employees.**

2011-06-20

## Section C: Summary of Funding (Budget Authority for Capital Assets)

1.

Table I.C.1 Summary of Funding

	PY-1 & Prior	PY 2011	CY 2012	BY 2013
Planning Costs:	\$0.0	\$0.0	\$0.0	\$0.0
DME (Excluding Planning) Costs:	\$15.7	\$0.0	\$0.0	\$0.0
DME (Including Planning) Govt. FTEs:	\$0.6	\$0.0	\$0.0	\$0.0
Sub-Total DME (Including Govt. FTE):	\$16.3	0	0	0
O & M Costs:	\$8.2	\$3.9	\$2.9	\$3.3
O & M Govt. FTEs:	\$0.4	\$0.2	\$0.3	\$0.3
Sub-Total O & M Costs (Including Govt. FTE):	\$8.6	\$4.1	\$3.2	\$3.6
Total Cost (Including Govt. FTE):	\$24.9	\$4.1	\$3.2	\$3.6
Total Govt. FTE costs:	\$1.0	\$0.2	\$0.3	\$0.3
# of FTE rep by costs:	8	2	2	2
Total change from prior year final President's Budget (\$)		\$-1.2	\$-5.7	
Total change from prior year final President's Budget (%)		-22.70%	-64.20%	

**2. If the funding levels have changed from the FY 2012 President's Budget request for PY or CY, briefly explain those changes:**

The ePermits investment changed from a mixed lifecycle to steady state. All DME has been cancelled as the investment has initiated a business process re-engineering and analysis. The DME baseline has been changed to \$15,676, which reflects the cost of all major enhancements, which were delivered and approved. Minor enhancements have been cancelled.

## Section D: Acquisition/Contract Strategy (All Capital Assets)

Table I.D.1 Contracts and Acquisition Strategy

Contract Type	EVM Required	Contracting Agency ID	Procurement Instrument Identifier (PIID)	Indefinite Delivery Vehicle (IDV) Reference ID	IDV Agency ID	Solicitation ID	Ultimate Contract Value (\$M)	Type	PBSA ?	Effective Date	Actual or Expected End Date
Awarded		<a href="#">AG-6395-C-12-0038</a>	AG-6395-D-12-0163	12K3							

**2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:**

EVM will not be required as the investment is in steady state. However EVM has been reported for the previous years.

## Exhibit 300B: Performance Measurement Report

### Section A: General Information

**Date of Last Change to Activities:** 2012-05-31

### Section B: Project Execution Data

**Table II.B.1 Projects**

Project ID	Project Name	Project Description	Project Start Date	Project Completion Date	Project Lifecycle Cost (\$M)
PER1822001	ePermits O&M FY11 Part 1.	Production Support including Analysis, Software Fixes, System Software Upgrades, Help Desk.			
PER1822002	ePermits O&M FY12 Part 1	Production Support including Analysis, Software Fixes, System Software Upgrades, Help Desk.			
PER1822003	ePermits O&M FY12 Part 2	Production Support including Analysis, Software Fixes, System Software Upgrades, Help Desk.			
PERD182202	BRS Field Reports Phase 2	UAT Bug Fixes.			

### Activity Summary

Roll-up of Information Provided in Lowest Level Child Activities

Project ID	Name	Total Cost of Project Activities (\$M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance (\$M)	Cost Variance (%)	Total Planned Cost (\$M)	Count of Activities
PER1822001	ePermits O&M FY11 Part 1.							
PER1822002	ePermits O&M FY12 Part 1							
PER1822003	ePermits O&M FY12							

## Activity Summary

Roll-up of Information Provided in Lowest Level Child Activities

Project ID	Name	Total Cost of Project Activities (\$M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance (\$M )	Cost Variance (%)	Total Planned Cost (\$M)	Count of Activities
------------	------	--	---------------------------------------	---------------------------------	----------------------	-------------------	--------------------------	---------------------

Part 2

PERD182202	BRS Field Reports Phase 2
------------	---------------------------

## Key Deliverables

Project Name	Activity Name	Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days )	Schedule Variance (%)
PERD182202	Test and Deployment	UAT Testing Bug Fixes	2011-03-31	2011-03-31	2011-03-31	90	0	0.00%



## Section C: Operational Data

Table II.C.1 Performance Metrics

Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	Measurement Condition	Baseline	Target for PY	Actual for PY	Target for CY	Reporting Frequency
Number of Applicants using ePermits	Percent	Customer Results - Service Coverage	Over target	45.000000	40.000000	52.000000	60.000000	Monthly
Number of applicants registered to use ePermits	Percent	Customer Results - Service Coverage	Under target	75.000000	75.000000	56.000000	60.000000	Monthly
Add external groups to the ePermits System.	Number	Customer Results - Service Coverage	Under target	1.000000	1.000000	0.000000	2.000000	Semi-Annual
Percentage of Permit application processed within 75 days.	Percent	Customer Results - Timeliness and Responsiveness	Over target	10.000000	10.000000	20.000000	25.000000	Quarterly
Collect and Process User Fees electronically via Pay.gov.	Number	Mission and Business Results - Management of Government Resources	Over target	10000.000000	13000.000000	13399.000000	13000.000000	Quarterly
Integrate the permitting activity of multiple independent permit programs	Number	Mission and Business Results - Services for Citizens	Over target	1.000000	3.000000	3.000000	3.000000	Semi-Annual
Percentage of applications submitted using ePermits	Percentage	Process and Activities - Productivity	Over target	25.000000	50.000000	56.000000	60.000000	Quarterly
Number of Repeat Customers using system	Percent	Technology - Effectiveness	Over target	1000.000000	2000.000000	2091.000000	2500.000000	Semi-Annual
Number of additional forms automated via ePermits	Number	Technology - Reliability and Availability	Over target	10.000000	25.000000	25.000000	6.000000	Quarterly
Number of security test and recovery exercises.	Number	Technology - Reliability and Availability	Over target	2.000000	2.000000	3.000000	3.000000	Semi-Annual
System Outages	Percent	Technology -	Over target	5.000000	0.000000	0.000000	0.000000	Monthly

Table II.C.1 Performance Metrics								
Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	Measurement Condition	Baseline	Target for PY	Actual for PY	Target for CY	Reporting Frequency
Downtime		Reliability and Availability						